



**THE CITY OF SAN DIEGO
CITIZENS' EQUAL OPPORTUNITY COMMISSION
DATA SUBCOMMITTEE
MINUTES**

Tuesday, November 17, 2015
8:00 a.m. – 9:00 a.m.

- ITEM 1: **CALL TO ORDER: ROLL CALL**
Chair: Kristine M. Custodio, ACP - Present
Committee Members:
Commissioner Dan Ortiz - Present
Commissioner Cynthia Suero-Gabler – Present
Commissioner Susan Jester - Absent
- ITEM 2: **APPROVAL OF: Today's Agenda and Any Deletions/Additions**
- ITEM 3: **DISCUSSION ITEMS:**
Objective: To seek data for recommendations
Focus:
internal audit
E/SLBE spend
interdepartmental responsibilities for EO
- Internal Audit - Performance Audit of Citywide Contract Oversight dated April 2015 (Office of the City Auditor)
What is within our purview? Discussion re e-mail from City Attorney re municipal code re CEOC compliance with state law
- E/SLBE Spend
Award vs. spend - status of the PRISM and SAP integration?
What is the current timeline of completion?
- Interdepartmental Responsibilities for EO
What is the current method of reporting EO data to EOP?
What is the timeframe?
- Goals
By 12/15/15, ALL Data Subcommittee members to review OCA April 2015 Report and discuss at next Data Subcommittee Meeting
By 12/15/15, ALL Data Subcommittee members to research EO Phoenix, AZ, Philadelphia, PA, San Jose, CA, San Antonio, TX, and Dallas, TX
DO - to review City of San Jose

CSG - to continue reviewing Philadelphia, PA (and to reach out to Executive Director) and San Antonio, TX

KC - to review Dallas, TX and Phoenix, AZ

By 12/15/15, ALL Data Subcommittee members to research and obtain copies of disparity studies for SANDAG (KC), Caltrans (CSG), MTS/Metrolink (DO)

ITEM 4: ACTION ITEMS:

EOP staff - provide timeline for PRISM FY 2015 data and shore up from FY 2012

EOP staff - forward copy of City's last disparity study to CEOC

CSG - prepare draft CEOC Corner report from Data Subcommittee and forward to committee members for review - what is schedule and what can be reported?

All - Review and comment on April 2015 OCA internal audit and provide feedback

Request Mayor's office to appoint additional Commissioners

Follow up with Mayor's office re 3/24/15 meeting and written response

Work with B&C Subcommittee to determine Commissioner attendance and reporting at Budget & Efficiency Committee Meetings

ALL - work on a CEOC calendar of action items

ALL - reach out to other cities/municipalities of similar size and demographics re EOP and statistics

ITEM 5: CHAIR ANNOUNCEMENTS:

ITEM 6: COMMITTEE MEMBER ANNOUNCEMENTS:

ITEM 7: Next Meeting: Tuesday, December 15, 2015, from 8:00 a.m. to 8:45 a.m.